



OFFICE OF PUBLIC INSTRUCTION

PO BOX 202501
HELENA MT 59620-2501
www.opi.mt.gov
(406) 444-3095
(888) 231-9393
(406) 444-0169 (TTY)

Linda McCulloch
Superintendent

Public School Choice

[Date]

Dear Parent or Guardian:

The main goal of the *No Child Left Behind Act* (NCLB) of 2001 is to ensure that all children in this country receive a quality education so that they can be academically successful in a high-performing educational environment. Under NCLB, each state is required to assess all of the schools within their districts to determine whether each school has made Adequate Yearly Progress (AYP), which means that they have met the academic testing standards set by the state. If the school has not made AYP for two consecutive years, it is considered "in need of improvement."

Based on the results of this year's academic testing in reading and math, your child's school [Name of school] did not make adequate yearly progress for the following reasons:

1. [Depending on the reasons for not making AYP, you may need to add language which explains student groups, participation rates, etc.]
2. [You should explain how the school compares in academic achievement to other schools in the district and state.]

Therefore he/she is eligible for public school choice options under NCLB. There are two options available for your child:

1. Remain at the current school.
2. Transfer to a school in your district that has made adequate academic progress and has available space for your child.

If you would like to exercise your NCLB choice option, please complete the Transfer Request Form included with this letter, and return it to [School District] by [Deadline in Bold Font]. The district will provide transportation for your child under an NCLB transfer as long as there is funding available. If the demands for transfers cause the funding to be used, the priority to provide transportation is for low-achieving, low-income students. However, all students who request a transfer will be granted one.

Whether you decide to request a transfer for your child or not, we encourage you become involved with your child's school to support school improvement. [Outline a few actions parents could take to help improve performance. You can relate actions that would specifically support

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meeting AYP such as increase participation in the assessment or engage with reading/math strategies at home.]

Please remember that if you do not complete and return the transfer application by **[Deadline in bold font]**, your child will remain at his/her current school. A stamped envelope has been included for your convenience. If you have any questions or need additional information, please call **[Phone number of contact person]** or feel free to visit us at **[address of district contact office for choice information]** and we will work with you to make sure your child finds a school that fits his/her needs.

Sincerely,

Enclosures: District Report Card